

CONFIDENTIAL
Classification

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDS/OTR/SUS-AT-21	
1. TITLE OF REPORT (If a fill-in report include Form No.) CIA Contribution to Annual Information Science Training Report(USIB/IHC/L&T)						2. TYPE OF REPORT X STATISTICAL X NARRATIVE MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL X TRAINING LOGISTICS MEDICAL FINANCE		ADMIN. GENERAL OTHER (specify) All Agency Info Processing Coordinators			
4. NO. OF COPIES PREPARED 12		5. FREQUENCY (weekly, monthly, quarterly, etc.) Annual		6. DISTRIBUTION (No. of components not number of copies) O/DCI,DDI, DDP,DDS and DDS&T			
7. FORMAT (memorandum, form computer print-out, etc) Memo		8. ADP PROCESSING X YES IF YES GIVE ADP PROCESSING NO. NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT B, INC-D-113.5/9, 20 May 1969			
10. PREPARING COMPONENT (include lowest level contributing information to report) SUS-AT				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) DDI:OLR/MPIC/CRS DDS&T: UCS Trng Staff (all memos in response to SUS-AT query) DDP: SG DDS: SIPS Total: 6 feeder reports			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
14	\$11.00		30		\$330.00	1	\$330.00
4(2)	3.20		40		128.00	1	128.00
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR \$ 458.00							
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This is the second annual report of this kind, the first was prepared in July 1969. This report together with the larger annual IHC report is in response to the President's PFIAB staff via USIB.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
RETAIN AS IS OTHER (explain) reduce statistical input.						MAN-HOURS DOLLARS	
X CHANGE Publish six month following the						4 \$44.00	
DISCONTINUE						more accurate	
16. DATE OF INVENTORY 20 Sept 1970		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION DC/SUS-AT (Agency head or staff)				18. EXTENSION	